# TOWN OF NORTH SMITHFIELD HISTORIC DISTRICT COMMISSION

## Minutes of January 23, 2012

A meeting of the North Smithfield Historic District Commission was held on

Monday, January 23, 2012

in the Greenwood Room at 6:30 PM

at the North Smithfield Public Library, 20 Main Street, Slatersville, RI

Call to order: 6:36 pm

Members Present: Louise Belisle, Daniel Couture, Jeffrey Harris, Gwen Cunningham, Jeffrey

Fontaine

Members Absent: Linda Frye

Guests: Elizabeth Martin, Louise Vanhouwe

**Materials Distributed:** Agenda, Minutes, Preservation Brief (9).

## Approval of Minutes from December 19, 2011 Meeting

Approval for the minutes from the December 19, 2011 meeting was unanimous.

### **Communications**

- A. As part of the Commission's continued 'Education Series', Jeff H. submitted to members a copy of <u>Preservation Brief (9): The Repair of Historic Wooden Windows</u>, by John H. Myers, for the U.S. Department of the Interior. (see attached copy)
- B. New Members: Louise B. introduced Elizabeth Martin as a prospective new member to fill a recent vacancy.
- C. Louise Vanhouwe presented information she had personally gathered in reference to the research being conducted on the Union Village Historic District. The following items were presented: 1) a two page flyer showing a small map of some of the more prominent historic properties in Union Village along with a brief description of each (15 properties in all); 2) a copy of the proposal submitted to the Town Council of the Town of North Smithfield by the Historic District Commission, dated January 1973.

#### **Old Business**

- A. Election of Officers: Jeff Fontaine was unanimously approved as Secretary.
- B. Schedule of Meetings: Calendar year 2012: *conflict with Library on February 27* and May 21 was resolved. Meetings were rescheduled to February 22 and May 14. A revised annual calendar was sent to the office of the Town Clerk, the office of the

Building Inspector, the NS Public Library and posted on the RI Secretary of State website.

C. Jeff F. requested more information for the standardized informational letter to present to Real Estate agents and/or their respective companies to represent the NSHDC and the prospective sale of an historical property within one of North Smithfield's Historic Districts. Jeff H. to provide requested documents. Jeff F. to present a revised draft copy by next meeting.

#### **New Business**

D. NS HDC Rules and Regulations, Section IV, was reviewed. NS HDC Rules and Regulations, Section IV was approved with edits as discussed.

Motion: Louise Belisle Seconded: Jeffrey Fontaine

All in favor

Opposed: None

## **Meeting Adjourned**

The meeting was called to a close at 7:52 p.m.

Motion: Daniel Couture Seconded: Louise Belisle

All in favor

Opposed: None

Next Meeting: Wednesday February 22, 2012